



CITY OF KIRKLAND LAND USE PERMIT FEE SCHEDULE

Effective: January 1, 2011

**All permits will be assessed a 1.3% MyBuildingPermit.com surcharge beginning January 1, 2011, unless otherwise noted.*

If fee changes, update Lot Line Information Application front counter form and on web and Pre-Submittal Application front counter form only.

	FEE AMOUNT
Preliminary Project Review	\$504.00
Presubmittal Meeting, Integrated Development Plan, and /or Pre-design Conference	
Note: Fee subtracted from the application if the application is submitted within six months of the preliminary project review meeting date. Credit does not apply to subsequent meetings related to the same project.	

Planning Official Decisions	
Accessory Dwelling Unit <i>(not required if reviewed concurrently with a building permit)</i>	\$414.00
Personal Wireless Service Facility Planning Official Decision	\$8,352.00
Personal Wireless Service Facility Subsequent or Minor Modification	\$828.00
Parking Modification	\$525.00
Sensitive Area Planning Official Decision	\$2,071.00
Administrative Design Review	
If application involves new gross floor area (new buildings or additions to existing buildings)	\$2,071.00
No new gross floor area	\$0.00
Master Sign Plan Approval Modification	\$828.00
Off-Site Directional Sign Approval Modification	\$525.00
Design Review Approval Modification	\$1,049.00
Design Review Approval Extension	\$414.00
Historic Residence Alteration	\$828.00
Rooftop Appurtenance Modification	\$828.00
Multiple Private or ROW Tree Removal Permit	\$200.00
Noise Variance	\$525.00
Forest Management Plan	\$300.00
Shoreline Area - Alternative Options for Tree Replacement or Vegetation Compliance in Setback	\$200.00
Shoreline Substantial Development Exemption	\$200.00

Planning Director Decisions	
Temporary Use Permit (TUP) & Homeless Encampment Standards Modification	\$212.00
Variance Exception	\$1,049.00
Off-Site Directional Sign	\$1,049.00
Master Sign Plan	\$2,927.00
Short Plat or Subdivision Approval Modification	\$828.00
Process I Approval Modification	\$828.00
Process IIA, IIB or III Approval Modification	\$1,049.00
Lot Line Alteration	\$1,049.00
Binding Site Plan	\$2,085.00
Multifamily Housing Property Tax Exemption Conditional Certificate	\$1,049.00
Multifamily Housing Property Tax Exemption Contract Amendment	\$525.00
Multifamily Housing Property Tax Exemption Conditional Certificate Extension	\$525.00

Process I Review	
Short Subdivision	
Base Fee	\$4,141.00
Fee per lot	\$966.00
Innovative Short Subdivision	
Fixed Fee	\$6,764.00
Fee per lot	\$966.00
Substantial Development Permit	
Piers and Docks Associated with Multifamily Developments and Marinas and Moorage Facilities Associated with Commercial Uses	\$10,436.00
Other Shoreline Improvements	\$4,473.00
Personal Wireless Service Facility Process I Review	\$10,436.00
Other Process I Review	
Residential	
Base Fee	\$4,141.00
Fee per new unit	\$483.00
Fee per square foot new GFA	\$0.29
Home Occupation	\$1,062.00
Historic Residence Designation	\$1,062.00



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	FEE AMOUNT
Process IIA Review	
Preliminary Subdivision	
Fixed Fee	\$8,711.00
Fee per lot	\$1,049.00
Innovative Preliminary Subdivision	
Fixed Fee	\$10,795.00
Fee per lot	\$1,049.00
Subdivision Alteration	\$8,945.00
Personal Wireless Service Facility Process IIA Review	\$20,210.00
Other IIA	
Base Fee	\$7,303.00
Fee per new residential unit	\$414.00
Fee per sq. ft. new non-residential GFA	\$0.41
Process IIB & Process III Review	
Subdivision Vacation	\$8,945.00
Historic Landmark Overlay or Equestrian Overlay	\$1,049.00
Personal Wireless Service Facility Process IIB Review	\$29,156.00
Other IIB or III	
Base Fee	\$11,265.00
Fee per new residential unit (including Short Subdivisions reviewed through Process IIB per KMC 22.28.050)	\$414.00
Fee per sq. ft. new non-residential GFA	\$0.41
Design Board Review	
Design Board Concept Review	\$1,427.00
Design Board Design Response Review	
Base Fee	\$4,371.00
Fee per new unit	\$201.00
Fee per sq. ft. new GFA	\$0.20
State Environmental Policy Act (SEPA)	
Review of Environmental Checklist	
Base Fee	\$552.00
Estimated Number of PM Peak Trips	
Less than 20 trips	\$903.00
21-50 trips	\$1,805.00
51-200 trips	\$3,610.00
Greater than 200 trips	\$7,221.00
Applications involving sensitive areas (streams and/or wetlands only)	\$552.00
Preparation of Environmental Impact Statement (EIS)	
* The cost of preparing an EIS is the sole responsibility of the applicant. Kirkland Ordinance #2473, as amended, establishes the procedures that the City will use to charge for preparation and distribution of a draft and final EIS. The applicant is required to deposit with the City an amount not less than \$5,000 to provide for the City's cost of review and processing an EIS. If the anticipated cost exceeds \$5,000, the City may require the applicant to deposit enough money to cover the anticipated cost.	
Miscellaneous	
Appeals and Challenges	
Appeals	\$207.00
Challenges	\$207.00
Note: No Fee for appeals of Notice of Civil Infraction or Order to Cease Activity	
Sidewalk Café Permits	
Fixed Fee	\$654.00
Fee per sq. ft. of cafe area	\$0.73
Street Vacation	
Fixed Fee	\$8352.00
Fee per sq. ft. of street	\$0.41



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Final Subdivision	
Fixed Fee	\$2071.00
Fee per lot	\$207.00
Review of Concurrency Application - Estimated Number of PM Peak Trips	
Less than 20 trips	\$531.00
21-50 trips	\$743.00
51-200 trips	\$1,487.00
Greater than 200 trips	\$1,911.00

Fees for Comprehensive Plan and Zoning Text Amendment Requests

◆ *Comprehensive Plan & Zoning Text Amendment Requests are not subject to the MyBuildingPermit.com surcharge.*

Request for property specific map change	\$319.00
Initial request	\$319.00
If request is authorized by City Council for review	
Request for city-wide or neighborhood-wide policy change	No charge

General Notes:

- Fee Reduction for Applications Processed Together:** When two or more applications are processed together, the full amount will be charged for the application with the highest fee. The fee for the other application(s) will be calculated at 50% of the listed amount.
- Projects with greater than 50 dwelling units or 50,000 sq. ft. non-residential GFA:** The per unit and per sq. ft. fee for all units above 50 and all GFA above 50,000 sq. ft. shall be reduced by one half.
- Note for Sensitive Areas permits:**
 - In cases where technical expertise is required, the Planning Official may require the applicant to fund such studies.
 - Voluntary wetland restoration & voluntary stream rehabilitation projects are not subject to fees.
- Construction of affordable housing units pursuant to Chapter 112 of the Kirkland Zoning Code:** The fee per new unit and fee per square foot new GFA shall be waived for the bonus or additional units or floor area being developed.
- Note for Historic Residence permits:** An additional fee shall be required for consulting services in connection with designation and alteration of historic residences.

Park Impact Fee

TYPE OF DWELLING UNIT	IMPACT FEE
Detached dwelling unit	\$3,845.00
Attached, stacked, and assisted living dwelling units	\$2,515.00